

Government of West Bengal
Office of the Senior Dy. Commissioner of Police
Kolkata Armed Police
Body Guard Lines
7, Diamond Harbour Road
Kolkata – 700027

Memo. No. 267 / BHQ / KAP

Date 21.06.2022

NOTICE INVITING TENDER

1. Selected Quotations in printed form are invited for the following work from eligible tenderers as per particular given below and will be received by the O.C. Building (AP), B.G.Lines, Kolkata – 700027.
- (a) Name of Work : Supplying and filling good earth soil for gardening at IPS Quarter No. 101 at 11, N.L.Avenue, Kolkata – 700027.
- (b) Contractors eligible to submit tenders : All bonafide contractors / firms having minimum 01 (one) year similar experience in any Government deptt. / PSU / local body.
- (c) Last Date for receipt of tender : 28/06/2022 up to 17.00 Hrs. (IST)
- (d) Estimated Cost of Work : **Rs. 28692/-** (Rupees Twenty-eight thousand six hundred ninety-two) only.
- (e) Time allowed for completion of works : 10 days after the issue of Work Order.
- (f) Tender opening date : 29/06/2022 at 12.00 Hrs.
2. The tender documents and other relevant particulars (if any) may be seen by the intending tenderers during office hours in the office of the Senior Deputy Commissioner of Police, B.G.Lines, 7 D.H.Road, Kolkata – 700027 as mentioned in clause (b) above.
3. The intending tenderers will have to produce valid Certificate of up to date clearance of the Income Tax and Sale Tax, Professional Tax, G.S.T. and Credential / Completion Certificate / Experience Certificate for being entitled to receive tender documents for the work. Tender documents will be issued from the office of the O.C. Building (AP), B.G.Lines, 7 D.H.Road, Kolkata – 700027.
4. Tender addressed to the **Sr. Dy. Commissioner of Police, Kolkata Armed Police** should be sent in a sealed cover super scribed name of Tender, Kolkata Armed Police for the **F.Y. 2022-2023** to be dropped in the sealed TENDER BOX to be kept at the office of O.C. Building (AP), B.G.Lines, 7 D.H.Road, Kolkata – 700027 before the last date.
5. Sealed tender may also be sent by Registered Post / Speed Post super scribing the envelope as **“Supplying and filling good earth soil for gardening at IPS Quarter No. 101 at 11, N.L.Avenue, Kolkata – 700027.”** so as to reach on or before the last date.


21/6/22
Sr. Dy. Commissioner of Police
Kolkata Armed Police

**ITEM RATE TENDER AND CONTRACT FOR WORKS
GENERAL RULES AND DIRECTIONS FOR THE GUIDANCE OF CONTRACTORS**

1. All works proposed for execution by contract will be notified in a form of invitation to tender posted in public places and signed by the **Sr. Dy Commissioner of Police, B.G.Lines, 7, D.H.Road, Kol-27.**

This form will state the work to be carried out, as well as the date of submitting and opening tenders and the time allowed for carrying out the work, also the amount of earnest money to be deposited with the tender and the amount of the security deposit to be deposited by successful tenderer and the tender and the percentage, if any, to be deducted from bills, copies of the specifications, design and drawings and any other documents required in connection with the work signed for the purpose of identification by O.C.Building (AP), B.G.Lines, 7, D.H.Road, Kol-27, shall also be open for inspection by the contractor at the office of O.C.Building (AP), B.G.Lines, 7, D.H.Road, Kol-27, during office hours.

2. In the event of the tender being submitted by a firm, it must be signed separately by each member thereof or in the event of the absence of any partner, it must be signed on his behalf by a person holding a power of attorney authorizing him to do so. Such power of attorney is to be produced with the tender and same in the case 2.

3. Receipts for payment made on account of a work, when executed by a firm, must also be signed by the several partners except where the contractors are described in their tender as a firm in which case the receipts must be signed in the name of the firm by one of the partners or by some other person having authority to give effectual receipts for the firm.

4. Any person who submits a tender shall fill up the usual printed form, stating at what rate he is willing to undertake each item of the work. Tenders which propose any alteration, in the work specified in the said form of invitation to tender, or in the time allowed for carrying out the work, or which contain any other conditions of any sort, will be liable to rejection. No single tender shall include more than one work but contractors who wish to tender for two or more works shall submit a separate tender for each. Tenders shall have the name and number of the work to which they refer written outside the envelope.

5. The Tender Committee will open tenders in the presence of any intending contractors who may be present at the time and will enter the amounts of the several tenders in a comparative statement in a suitable form. In the event of a tender being accepted, a receipt for the earnest money forwarded therewith shall there upon be given to the contractor who shall there-upon for the purpose of identification sign copies of the specification and other documents mentioned in Rule1. In the event of a tender being rejected the earnest money forwarded with such unaccepted tender shall be refunded through normal procedure.

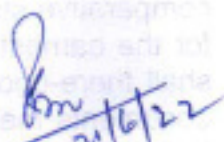
6. The accepting authority reserves the right to reject any or all the tender without assigning any reasons and he will not be bound to accept either the lowest tender or any of the tenders.

TERMS & CONDITIONS OF TENDERS

1. All works to be carried out in a manner according to specification for original work, now in force in the regional works and building department circle.
2. All materials tools and plant and labour, their housing, water supply and transport will have to be provided by the contractor at their own cost inclusive of sales tax and other charges.
3. All cement work should be watered properly for two days after a lapse of 12 hours and the roof for 14(fourteen) days free of cost.
4. No extra work shall be allowed without prior approval.
5. In no case, rates above accepted rates and schedule of the works of buildings department will be allowed.
6. The contractors, shall inspect the schedule of nature of works at site to assess all eventualities connected with works. Any other information may be obtained from the O.C.Building (AP), B.G.Lines, 7, D.H.Road, Kol-27.No deviation after submission of tender by the contractors will be considered.

➤ **Documents to be submitted** :-

7. The contractors shall submit filled tender documents enclosed with Tradelicense, Income Tax return of previous F.Y., G.S.T, Work Credential, Under taking of not being Black Listed. Failure to submit will be treated as disqualification.
8. The Sr. Dy Commissioner of Police Kolkata reserves the right to reject any / or all the tendered rates without assigning any reason and also to distribute the said works among the tenderers. There is no guarantee that the lowest tender will be accepted by the authority concern.
9. Tender addressed to the Sr. Dy Commissioner of Police, Kolkata Armed Police should be sent in a sealed cover super scribed name of tender, Kolkata Armed Police to be dropped in the sealed TENDER BOX to be kept at the office of O.C.Building (AP), B.G.Lines, 7, D.H.Road, Kol-27 on **28/06/2022 within 17:00 hrs.**
10. The Tender Committee will open the sealed tender in the Conference Room of B.G.Lines 7, D.H.Road, Kol-27. The tenderers may be present or send their authorized representatives at the time of opening the sealed tender box on **29/06/2022 at 12:00 hrs.**


**Sr. Dy Commissioner of Police
Kolkata Armed Police**

Annexure

(Refer Tender Notice No. _____ /BHQ/KAP) date _____)

Total Estimated Cost **Rs. 28692/-** including of all taxes.

Sl.	Description of Item	Quantity	Rate	Amount
1	Earth Work in filling in compound, tank, low land, ditches etc. With good earth, in layers not exceeding 150 mm including breaking clods and consolidating the same by ramming and dressing complete. (Payment will be made on profile measurement before and after the work). (iii) With carried earth arranged by the contractor within a radius exceeding 5 km. but not exceeding 10 km. including cost of carried earth.	50% Cum	₹ 51,236.00	₹ 25,618.00